



Legislation Text

File #: 14-459, **Version:** 1

AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH PARADIGM SOFTWARE, LLC, TO PURCHASE LICENSES AND UPGRADE THE LANDFILL WEIGH SCALE SOFTWARE

Staff Contact: Jack Friedline, Director, Public Works

Purpose and Recommended Action

This is a request for City Council to authorize the City Manager to enter into an agreement with Paradigm Software, LLC (Paradigm) for an initial five-year period and in an amount not to exceed \$90,290 for the purchase of licenses and an upgrade of the landfill weigh scale software. This request also authorizes the City Manager, at her discretion, to renew the agreement for one additional five-year period in an amount not to exceed \$58,637.50 and for a total dollar amount not to exceed \$148,927.50 over the full ten-year period.

Background

The City of Glendale Landfill and Materials Recycling Facility (MRF) operation has three weigh scales on site to service and process over 150,000 customers annually. Two scales are set as manual use scales and the other is an unattended, radio frequency scale. These scales capture weights to be able to complete many different types of landfill and recycling transactions. Paradigm is the software used to complete the detailed transactions and to generate reports, which include information that is used for billing or provided to our state regulators, commercial customers, and internal or external auditors.

This system implementation and license agreement includes the necessary user licenses for staff to utilize the software throughout the term of the agreement, and it provides technical support services for completion of a Paradigm Software upgrade. The user licenses will take effect immediately once the agreement is approved by Council. The software upgrade will be coordinated with the scale house relocation project and construction of the new scale house building, which is anticipated to be completed in approximately three months.

Analysis

The Landfill and MRF have been utilizing the same version of Paradigm software (Version 2) that was purchased and installed for the scale house and accounting operations in 2002. Paradigm is currently offering Version 6, which will provide a significant software upgrade including a large number of updated features. The new Paradigm Software will eliminate several of the manual processes that staff must now perform in order to organize, circulate, manage and coordinate reports for billing. Some of the new and enhanced features include: increasing field sizes to 30 characters allowing for more information to be stored; scheduling and automating the process of creating batch reports; and, exporting of files in PDF format as a tighter security feature. This is anticipated to increase efficiencies and decrease the amount of staff time it takes to process transactions and generate reports.

Materials Management has reviewed and approved the special procurement submitted by the Landfill division of the Public Works Department. The approval is based on conformity to the existing equipment and service.

Previous Related Council Action

On June 27, 2002, City Council approved the purchase of Paradigm Software under contract C-4550. The maintenance agreement was entered into on July 1, 2002 under contract C-4555. These contracts expired in July of 2012 and the Landfill has been functioning under a yearly maintenance agreement in order to complete the special procurement process.

Community Benefit/Public Involvement

The software upgrade enhances the ability of the Glendale Landfill and MRF to effectively manage the cash collection, customer account, and general accounting services necessary in order to continue as a progressive and well-managed solid waste operation for the City of Glendale and its citizens.

Budget and Financial Impacts

Funding is available in the fiscal year FY 2014-15 Landfill Enterprise fund operating and maintenance budget. Expenditures with Paradigm Software, LLC are not to exceed \$50,290 in FY 2014-15 or \$90,290 during the initial five-year term of the contract. This amount includes the cost of the software system upgrade (\$40,290) plus an annual contingency (\$10,000) for additional or optional hardware, software, and services.

Expenditures during the renewal term of one additional five-year period are not to exceed \$58,637.50, which consists of a 50% discounted rate on the initial \$17,275.00 license fee (or \$8,637.50) plus an annual contingency (\$10,000). This allows for a total amount not to exceed \$148,927.50 over the full ten-year period with Council budget approval.

Cost	Fund-Department-Account
\$50,290	2440-17710-526800, Landfill Enterprise Fund

Capital Expense? No

Budgeted? Yes

Requesting Budget or Appropriation Transfer? No

If yes, where will the transfer be taken from?